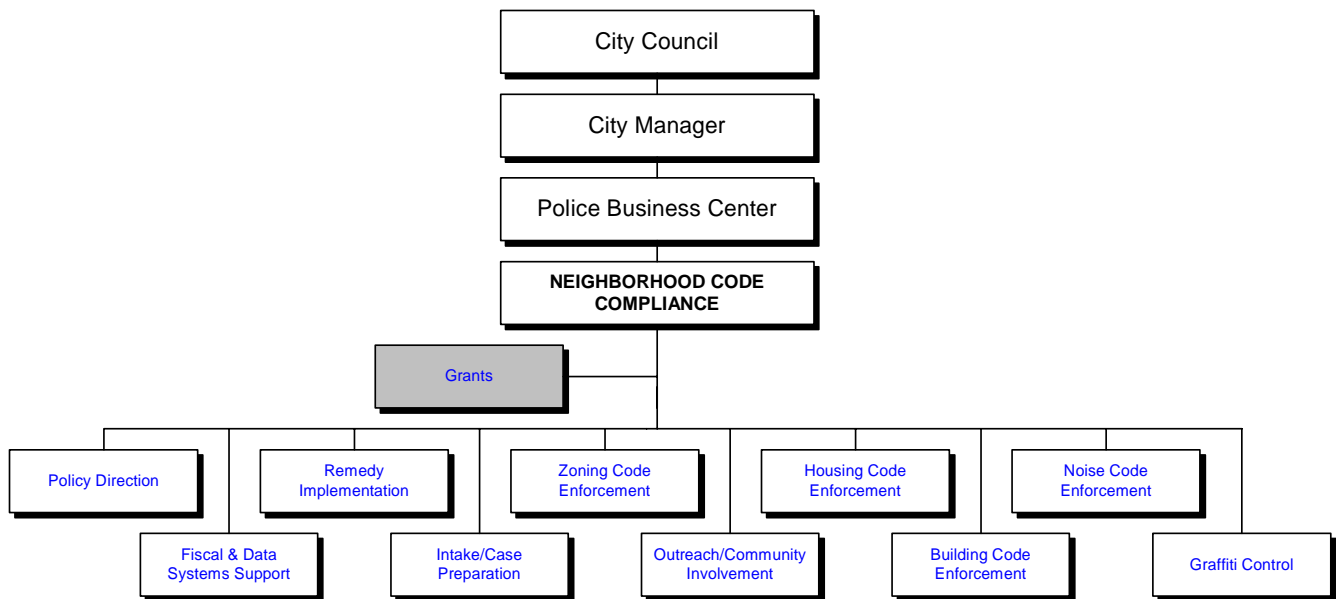


Neighborhood Code Compliance

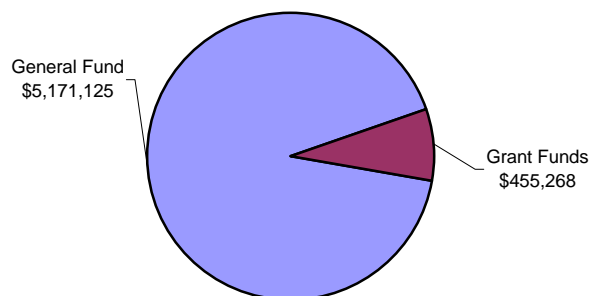
mission statement

To work in partnership with the people of San Diego to maintain a safe and desirable living and working environment; to improve the quality of San Diego's neighborhoods through education, enforcement and abatement; and to respond to community concerns and attain code compliance while maintaining high professional standards while continually seeking improvements and innovations.

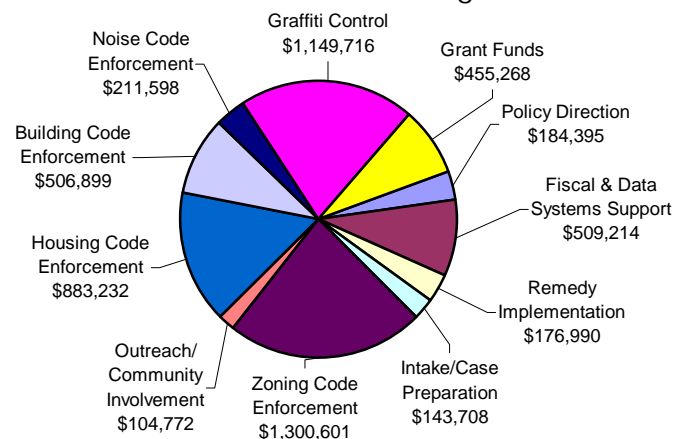
web address: <http://www.ci.san-diego.ca.us/>



source of funding



allocation of funding



Neighborhood Code Compliance

neighborhood code compliance department summary*			
	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 PROPOSED
Positions	65.00	66.00	66.00
Personnel Expense	\$ 3,863,137	\$ 3,749,233	\$ 3,999,329
Non-Personnel Expense	1,102,836	1,165,231	1,171,796
TOTAL	\$ 4,965,973	\$ 4,914,464	\$ 5,171,125

*Summary includes General Fund data only.

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 PROPOSED
department staffing			
GENERAL FUND			
Policy Direction	2.00	2.00	2.00
Fiscal & Data Systems Support	4.00	4.00	4.00
Remedy Implementation	2.00	2.00	2.00
Intake/Case Preparation	3.00	3.00	3.00
Zoning Code Enforcement	19.25	19.25	19.25
Outreach/Community Involvement	1.25	1.25	1.25
Housing Code Enforcement	12.25	12.25	12.25
Building Code Enforcement	7.25	7.25	7.25
Noise Code Enforcement	4.00	4.00	4.00
Graffiti Control	10.00	11.00	11.00
TOTAL	65.00	66.00	66.00
GRANT FUNDS			
Vacant Properties Coordination	0.00	1.00	1.00
Targeted Code Enforcement	4.95	4.95	4.95
Title 24 Enforcement	1.25	1.25	1.25
TOTAL	6.20	7.20	7.20

Neighborhood Code Compliance

In Fiscal Year 1999 the Vacant Properties Program rehabilitated 105 boarded structures and returned them to the economy for productive use.

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 PROPOSED
department expenditures			
GENERAL FUND			
Policy Direction	\$ 123,399	\$ 176,508	\$ 184,395
Fiscal & Data Systems Support	246,179	441,014	509,214
Remedy Implementation	67,939	173,371	176,990
Intake/Case Preparation	131,954	138,808	143,708
Zoning Code Enforcement	1,415,882	1,219,611	1,300,601
Outreach/Community Involvement	182,319	100,716	104,772
Housing Code Enforcement	849,226	843,400	883,232
Building Code Enforcement	618,151	484,470	506,899
Noise Code Enforcement	233,155	203,274	211,598
Graffiti Control	1,097,769	1,133,292	1,149,716
TOTAL	\$ 4,965,973	\$ 4,914,464	\$ 5,171,125
GRANT FUNDS			
Nuisance Abatement	\$ 10,000	\$ 10,000	\$ 10,000
Vacant Properties Coordination	-	75,000	75,000
Targeted Code Enforcement	220,376	290,000	290,000
Title 24 Enforcement	76,050	78,061	80,268
Neighborhood Clean-ups	10,000	10,000	-
TOTAL	\$ 316,426	\$ 463,061	\$ 455,268

Did you know ...?

Individuals who witness graffiti vandalism in progress should call 911. The Spray and Pay Rewards Programs gives up to \$500 for information leading to the arrest and conviction of graffiti vandals.

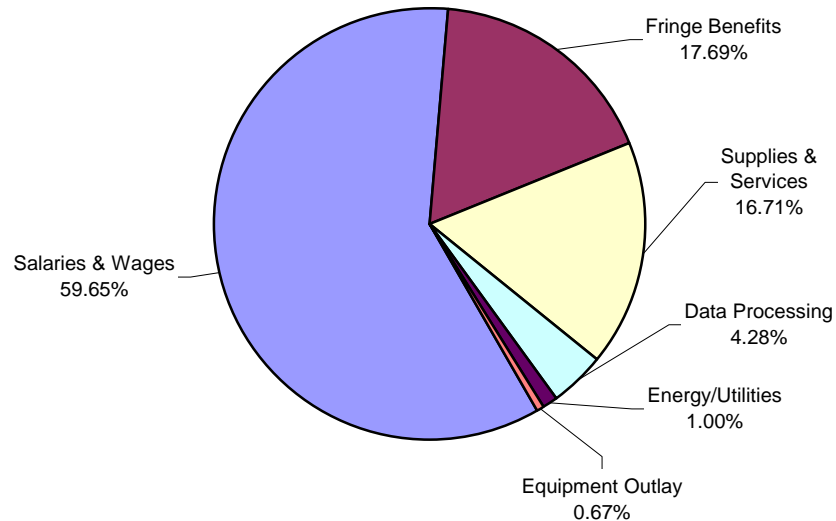
Neighborhood Code Compliance

General Fund - 100

expenditures by category

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 PROPOSED
PERSONNEL			
Salaries & Wages	\$ 2,987,354	\$ 2,884,731	\$ 3,084,740
Fringe Benefits	875,783	864,502	914,589
SUBTOTAL PERSONNEL	\$ 3,863,137	\$ 3,749,233	\$ 3,999,329
NON-PERSONNEL			
Supplies & Services	\$ 770,264	\$ 860,821	\$ 864,052
Data Processing	238,718	209,833	221,511
Energy/Utilities	58,113	60,024	51,680
Equipment Outlay	35,741	34,553	34,553
SUBTOTAL NON-PERSONNEL	\$ 1,102,836	\$ 1,165,231	\$ 1,171,796
TOTAL	\$ 4,965,973	\$ 4,914,464	\$ 5,171,125

FY 2001



Neighborhood Code Compliance

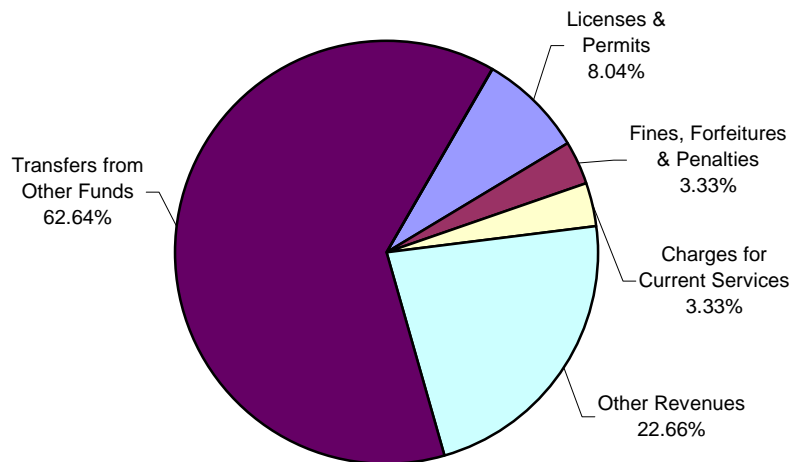
General Fund - 100

revenue generated by category

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 PROPOSED
Licenses & Permits	\$ 59,766	\$ 52,000	\$ 52,000
Fines, Forfeitures & Penalties	40,508	20,500	21,500
Charges for Current Services	30,247	21,380	21,500
Other Revenues	146,954	141,500	146,500
Transfers from Other Funds	889,504	415,000	405,000
TOTAL	\$ 1,166,979	\$ 650,380	\$ 646,500

The Neighborhood Code Compliance Department volunteer program has nearly 500 volunteers representing 30 community groups that assist with code enforcement efforts to enhance neighborhoods.

Further, nearly 600 volunteers from student and civic organizations donated 2,200 hours in weekend graffiti paint-outs at various sites throughout the City.



Neighborhood Code Compliance

significant budget adjustments

	POSITIONS	COST
Personnel expense adjustments ⁽¹⁾	0.00	\$251,000
Automated support for department and Citywide information systems	0.00	\$3,000
Supplies and services	0.00	\$2,000
Motive equipment assignment and usage charges	0.00	\$1,000

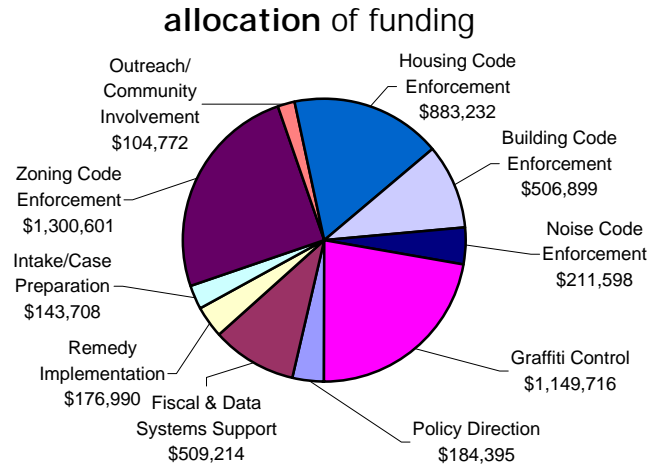
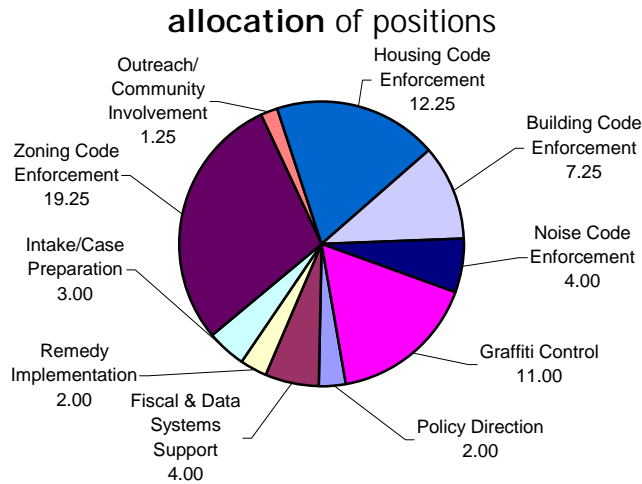
⁽¹⁾ Adjustments to reflect the annualization of the Fiscal Year 2000 salary increases, Fiscal Year 2001 negotiated salary increases, average salaries and fringe benefits.

Did you know ...?

Each year the Graffiti Control Paint and Materials Exchange Bank dispenses over 3,500 gallons of recycled paint to more than 1,900 individuals and groups for graffiti paint-outs in their neighborhoods.

Neighborhood Code Compliance

division allocation



performance measures

remedy implementation

Case Preparation for Hearings

To prepare 110 case files for hearings as required by law for Administrative Citation, Civil Penalty, Recorded Notice of Violation, Mediation, Franchise Tax Board, and Abatement and Cost Confirmation hearings.

	FY 1998 Actual	FY 1999 Actual	FY 2000 Budget	FY 2001 Proposed
Input ⁽¹⁾				
	\$108,558	\$42,968	\$99,295	\$104,772
Output				
# of cases prepared for hearings	159	108	135	110
Internal Outcome				
% of hearings held within 25 days of appeal/administrative action date	100%	100%	100%	100%
External Outcome				
% of cases closed within three months of hearing	39%	15%	40%	40%
Efficiency				
Average cost per case	\$683	\$398	\$736	\$952

⁽¹⁾ Input excludes contractual services costs.

Neighborhood Code Compliance

performance measures

housing code enforcement

Case Research, Noticing and Documentation

To open and research 1,250 cases and document issues related to housing code complaints and resolve 73% of cases within six months.

	FY 1998 Actual	FY 1999 Actual	FY 2000 Budget	FY 2001 Proposed
Input				
	\$682,353	\$659,050	\$615,369	\$642,403
Output				
# of cases opened, researched and documented	1,795	1,300	1,300	1,250
Internal Outcome				
% of initial contact with alleged violators within 15 days of opening a case	80%	80%	80%	78%
External Outcome				
% of cases resolved within six months	73%	71%	72%	73%
Efficiency				
Average cost per case	\$380	\$507	\$473	\$514

zoning code enforcement

Case Research, Noticing and Documentation

To open and research 3,050 cases and document issues related to zoning code complaints and resolve 72% of cases within six months.

	FY 1998 Actual	FY 1999 Actual	FY 2000 Budget	FY 2001 Proposed
Input				
	\$1,060,892	\$1,159,530	\$881,029	\$940,058
Output				
# of cases opened, researched and documented	3,699	3,158	3,400	3,050
Internal Outcome				
% of initial contact with alleged violators within 15 days of opening a case	80%	54%	55%	52%
External Outcome				
% of cases resolved within six months	65%	71%	72%	72%
Efficiency				
Average cost per case	\$287	\$367	\$259	\$308

Neighborhood Code Compliance

performance measures

building code enforcement

Case Research, Noticing and Documentation

To open and research 1,750 cases and document issues related to building code enforcement complaints and resolve 77% of cases within six months.

	FY 1998 Actual	FY 1999 Actual	FY 2000 Budget	FY 2001 Proposed
Input				
	\$419,467	\$499,399	\$368,940	\$385,282
Output				
# of cases opened, researched and documented	1,972	2,005	2,000	1,750
Internal Outcome				
% of initial contact with alleged violators within 15 days of opening a case	80%	59%	60%	58%
External Outcome				
% of cases resolved within six months	68%	76%	77%	77%
Efficiency				
Average cost per case	\$213	\$249	\$184	\$220

graffiti control

Graffiti Control

To open and research 30,000 cases and document issues related to graffiti code complaints and remove graffiti from private property and City facilities.

	FY 1998 Actual	FY 1999 Actual	FY 2000 Budget	FY 2001 Proposed
Input ⁽¹⁾				
	\$993,407	\$1,035,007	\$1,076,025	\$1,090,833
Output				
# of service requests	22,000	30,000	32,500	30,000
Internal Outcome				
% of service requests completed within four days	92%	91%	95%	95%
External Outcome				
% of citizens rating graffiti removal and control as satisfactory or above	81%	80%	77%	84%
Efficiency				
Average cost for service requests	\$45.15	\$34.50	\$33.11	\$36.36

⁽¹⁾ Input excludes costs for paint and materials exchange bank.

Neighborhood Code Compliance

description and salary schedule

policy direction

This section provides the overall policy direction, coordination, planning and management for the operating programs of Neighborhood Code Compliance.

CLASS NUMBER	POSITION TITLE	POSITION YEARS			SALARIES AND WAGES	
		FY 2000	FY 2001		CLASS	TOTAL
1876	Executive Secretary	1.00	1.00	\$	43,586	\$ 43,586
2134	Neigh Code Compl Director	1.00	1.00		96,461	96,461
	TOTAL	2.00	2.00			\$ 140,047

fiscal & data systems support

This section provides support in the areas of budgetary and fiscal management, data processing, office management, personnel and administration of grants and contracts.

CLASS NUMBER	POSITION TITLE	POSITION YEARS			SALARIES AND WAGES	
		FY 2000	FY 2001		CLASS	TOTAL
1218	Associate Management Analyst	1.00	1.00	\$	54,267	\$ 54,267
1348	Information Systems Analyst II	1.00	1.00		52,755	52,755
1402	Document Input Clerk	1.00	1.00		31,085	31,085
1648	Payroll Specialist II	1.00	1.00		32,741	32,741
	TOTAL	4.00	4.00			\$ 170,848

remedy implementation

This section provides specialized support related to enforcement remedies including representation at hearings and mediation, preparation of hearing notices and documentation, coordination with abatement contractors and preparation of cases for referral to the City Attorney's Office.

CLASS NUMBER	POSITION TITLE	POSITION YEARS			SALARIES AND WAGES	
		FY 2000	FY 2001		CLASS	TOTAL
1107	Administrative Aide II	1.00	1.00	\$	42,493	\$ 42,493
1746	Word Processing Operator	1.00	1.00		31,157	31,157
	TOTAL	2.00	2.00			\$ 73,650

Neighborhood Code Compliance

description and salary schedule

intake/case preparation

This section answers the complaint hotline, takes code violation complaints, determines ownership of subject property, establishes and assigns cases and issues noise permits.

CLASS NUMBER	POSITION TITLE	POSITION YEARS		SALARIES AND WAGES	
		FY 2000	FY 2001	CLASS	TOTAL
1776	Public Information Clerk	3.00	3.00	\$ 34,436	\$ 103,307
	TOTAL	3.00	3.00		\$ 103,307

zoning code enforcement

This section enforces planning and zoning regulations; addresses issues such as businesses operating without permits, illegal storage of materials, garage conversions, unauthorized dwelling units and construction and development without required planning permits; and administers proactive code enforcement teams.

CLASS NUMBER	POSITION TITLE	POSITION YEARS		SALARIES AND WAGES	
		FY 2000	FY 2001	CLASS	TOTAL
1227	Associate Planner	1.00	0.00	\$ -	\$ -
1535	Clerical Assistant II	1.00	1.00	29,696	29,696
1746	Word Processing Operator	1.25	1.25	31,157	38,947
1872	Senior Planner	0.00	1.00	61,872	61,872
1879	Senior Clerk/Typist	1.00	1.00	36,878	36,878
1880	Senior Zoning Investigator	4.00	4.00	52,128	208,511
1998	Zoning Investigator II	10.00	10.00	46,118	461,177
2270	Program Manager	1.00	1.00	84,936	84,936
	Overtime Budgeted				2,804
	TOTAL	19.25	19.25	\$	924,821

Neighborhood Code Compliance

description and salary schedule

outreach/ community involvement

This section works with code enforcement volunteers. Currently there are 30 groups with 2 to 20 members each. This section also provides training, recruitment, clerical assistance and investigative support.

CLASS NUMBER	POSITION TITLE	POSITION YEARS		SALARIES AND WAGES	
		FY 2000	FY 2001	CLASS	TOTAL
1746	Word Processing Operator	0.25	0.25	\$ 31,157	\$ 7,789
1872	Senior Planner	1.00	1.00	61,872	61,872
	Overtime Budgeted				8,171
	TOTAL	1.25	1.25	\$	77,832

housing code enforcement

This section enforces California's State Housing Law regulations, Title 24 Disabled Access regulations, encroachment regulations and inspects mobile home parks in the City.

CLASS NUMBER	POSITION TITLE	POSITION YEARS		SALARIES AND WAGES	
		FY 2000	FY 2001	CLASS	TOTAL
1277	Combination Inspector II	8.00	8.00	\$ 52,208	\$ 417,665
1535	Clerical Assistant II	0.50	0.50	29,696	14,848
1746	Word Processing Operator	0.75	0.75	31,157	23,368
1849	Senior Combination Inspector	1.50	1.50	61,436	92,154
1855	Senior Civil Engineer	0.50	0.50	72,361	36,181
1879	Senior Clerk/Typist	0.50	0.50	36,878	18,439
2214	Deputy Director	0.50	0.50	84,936	42,468
	Registration Pay for Engineers				5,000
	Field Training Pay				1,560
	Overtime Budgeted				1,803
	TOTAL	12.25	12.25	\$	653,486

Neighborhood Code Compliance

description and salary schedule

building code enforcement

This section enforces regulations contained in the Uniform Building, Plumbing, Mechanical and Electrical Codes; responds to complaints regarding non-permitted buildings and land development; insures that appropriate permits are obtained; and abates public nuisances such as vacant, unsecured structures and dangerous buildings.

CLASS NUMBER	POSITION TITLE	POSITION YEARS		SALARIES AND WAGES	
		FY 2000	FY 2001	CLASS	TOTAL
1277	Combination Inspector II	3.00	3.00	\$ 52,208	\$ 156,625
1357	Code Compliance Supervisor	1.00	1.00	42,574	42,574
1535	Clerical Assistant II	0.50	0.50	29,696	14,848
1746	Word Processing Operator	0.75	0.75	31,157	23,368
1849	Senior Combination Inspector	0.50	0.50	61,436	30,718
1855	Senior Civil Engineer	0.50	0.50	72,361	36,181
1879	Senior Clerk/Typist	0.50	0.50	36,878	18,439
2214	Deputy Director	0.50	0.50	84,936	42,468
	Field Training Pay				1,560
	Overtime Budgeted				1,001
	TOTAL	7.25	7.25	\$	367,782

noise code enforcement

This section enforces San Diego Municipal Code noise regulations; responds to complaints; and works with citizens to find viable solutions to lessen the impacts of disturbing noises.

CLASS NUMBER	POSITION TITLE	POSITION YEARS		SALARIES AND WAGES	
		FY 2000	FY 2001	CLASS	TOTAL
1356	Code Compliance Officer	4.00	4.00	\$ 36,913	\$ 147,651
	Overtime Budgeted				801
	TOTAL	4.00	4.00	\$	148,452

Neighborhood Code Compliance

description and salary schedule

graffiti control

This section provides a comprehensive response to graffiti through education, enforcement and abatement; administers an anti-graffiti public information campaign; coordinates a volunteer abatement program; enforces anti-graffiti laws; operates a paint and materials bank to distribute paint, equipment, materials and supplies; manages contracted graffiti abatement services on private property; provides assistance for citizens via a graffiti hotline; removes graffiti from City inventory; and performs proactive graffiti sweeps in targeted areas.

CLASS		POSITION YEARS		SALARIES AND WAGES	
NUMBER	POSITION TITLE	FY 2000	FY 2001	CLASS	TOTAL
1107	Administrative Aide II	1.00	1.00	\$ 42,493	\$ 42,493
1356	Code Compliance Officer	3.00	2.00	36,913	73,826
1465	Field Representative	0.00	1.00	31,995	31,995
1974	Utility Supervisor	1.00	1.00	42,818	42,818
1978	Utility Worker I	3.00	3.00	29,662	88,986
1979	Utility Worker II	2.00	2.00	32,622	65,244
2277	Graffiti Program Manager	1.00	1.00	77,834	77,834
	Overtime Budgeted				1,319
	TOTAL	11.00	11.00	\$	424,515

Neighborhood Code Compliance

General Fund - 100

five-year revenue and expenditure forecast

	FY 2001 PROPOSED	FY 2002 FORECAST	FY 2003 FORECAST	FY 2004 FORECAST	FY 2005 FORECAST
Positions	66.00	66.00	66.00	66.00	66.00
Personnel Expense	\$ 3,999,329	\$ 4,119,309	\$ 4,242,888	\$ 4,370,174	\$ 4,501,280
Non-Personnel Expense	1,171,796	1,206,950	1,243,158	1,280,453	1,318,867
TOTAL EXPENDITURES	\$ 5,171,125	\$ 5,326,258	\$ 5,486,046	\$ 5,650,628	\$ 5,820,146
TOTAL REVENUE	\$ 646,500	\$ 665,895	\$ 685,872	\$ 706,448	\$ 727,641

A 3% inflation rate has been applied to the Fiscal Year 2002 – Fiscal Year 2005 expenses and revenue.

Fiscal Year 2002 – Fiscal Year 2005

No major projected requirements.

Neighborhood Code Compliance

Grant Funds

significant budget adjustments

	POSITIONS	COST
Title 24 Enforcement	0.00	\$2,000
Neighborhood Clean-ups	0.00	(\$10,000)

program description

nuisance abatement

This program abates public nuisances when the property owner is unable or unwilling to comply with a public nuisance order. The costs are recovered via special assessment or personal lien.

vacant properties coordination

This program implements plans to resolve problems associated with the growing number of abandoned buildings. Such buildings are serious public nuisances because they attract vagrants, drug users and prostitutes and are often high fire risks. This program also develops alternative methods of rehabilitation and resale for the subject properties to supplement enforcement/abatement.

targeted code enforcement

This program targets code enforcement efforts in areas of the City where physical deterioration and poverty are prevalent. The targeted communities are Sherman Heights and Logan Heights (District 8) and Linda Vista (District 5 and District 6).

title 24 enforcement

This project provides a full-time disabled access specialist to investigate and resolve violations of State of California Title 24 regulations on private property. It also provides the disabled community direct access to the City's enforcement system.

